

Main Street Advisory Board

Main Street Office

1203 University Avenue, Huntsville, TX 77340

Thursday, October 13, 2016 at 12:00 pm

Members in Attendance: Cheryl Spencer-Chair, John Matthews, Sam Moak, Heike Ness, Sandra Gray

Members Absent: Tara Armstrong, Gaye Clements, Dr. Caroline Crimm, Linda Pease – Ex

Staff in Attendance: Jasmine Moss – Part-Time Main Street Employee, Aron Kulhavy – Community and Economic Development Director

Guest: None

- I. Meeting called to order at 12:12 pm
- II. Introduced new member Sandra Gray. Sandra has lived in Huntsville for 30+ years and works in Facilities Management for the University.
- III. Consider and/ or approve minutes
 - a. Commissioner Moak made a motion to approve the April minutes
 - b. Chair Spencer seconded
 - i. Approved unanimously
- IV. Upcoming event Detail Report
 - a. Jasmine discussed the Farmers Market which began October 8th.
 - i. The turnout of the first farmers market was an estimate of 100 visitors. We are working towards solving the trash issue; there have been complaints of rotten veggies that leave an order by the next business day. Solid waste will be contacted to pick up and drop off trash cans every weekend during the Farmers Market.
 - b. Jasmine requested suggestions for possible rainout locations. Suggestions included: First Baptist Lodge Center, Agriculture Barn, or Elks Lodge.
 - c. Downtown Christmas Fair will be on December 3rd, noon - 5PM.
 - i. Board members expected to attend: Heike
 - ii. Expecting approximately 50 vendors to register for a booth
 - iii. Vendor booths will be in the center of the road (like Fair on the Square), so downtown businesses can continue to operate during this time.
 - iv. Heike recommended that we contact the high school for volunteers.
- V. Other outlooks/updates for the year
 - a. The City is in search of a vacant building that can be remodeled and used as a restroom for downtown visitors. Suggestions for downtown restrooms included: Mrs. Miller's Lot, First Financial Bank, or a small building outside of the courthouse that can be used for downtown visitors as well as jurors, etc.
 - b. The City hired a permanent position that will start November 14, 2016: Debbie Charbonneau is a certified Main Street Officer from Georgetown who has managed many Main Street Offices in the past.
- VI. Open Discussion
 - a. Chair Cheryl recommends that it is time for the City to get a bookstore downtown. Individuals would be able to donate their old books and they will be sold for an inexpensive price.
- VII. Public comments
 - a. There were none.
- VIII. Meeting adjourned 1:00 p.m.